

EQUIPMENT MECHANIC I/II

DEFINITION

To repair, service, and perform major and minor repairs to City automobiles, trucks, tractors, and other power driven equipment.

DISTINGUISHING CHARACTERISTICS

Equipment Mechanic I - This is the entry level class in the Equipment Mechanic series. This class is distinguished from the Equipment Mechanic II series by the performance of the more routine tasks and duties assigned to positions within this series. Employees at this level are not expected to perform with the same independence of direction and judgment on matters related to established procedures and guidelines as are positions allocated to the II level. Since this class is typically used as a training class, employees may have only limited or no directly related work experience. Employees work under immediate supervision while learning job tasks.

Equipment Mechanic II - This is the full journey level class within the Equipment Mechanic series. This class is distinguished from the Equipment Mechanic I by the performance of the full range of duties assigned. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise and they are fully aware of the operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level.

SUPERVISION RECEIVED AND EXERCISED

Equipment Mechanic I

Receives immediate supervision from the Fleet Operations Manager. May receive technical and functional supervision from Equipment Mechanic II.

Equipment Mechanic II

Receives direction or general supervision from the Fleet Operations Manager. Exercises technical and functional supervision over Equipment Mechanic I as assigned.

EXAMPLES OF ESSENTIAL FUNCTIONS – *Essential functions may include, but are not limited to, the following:*

Inspect automobiles, trucks, and related equipment to locate and determine the extent of necessary overhaul or repair.

Perform general overhaul and repair work on gasoline, diesel and propane powered engines such as automobiles, trucks, tractors, and other automotive and mechanical equipment.

Inspect, adjust, and replace necessary units and related parts including valves, hoses, belts and alternators.

Repair cooling, fuel, electrical, and exhaust systems; tune engines using standard testing equipment.

Perform preventive maintenance work on vehicles including lubrication and oil changes.

Maintain records on maintenance and repair work performed; may drive equipment as necessary.

Perform repair work on other City equipment and systems as necessary.

Clean and maintain the garage area and equipment.

Perform other duties as assigned.

QUALIFICATIONS

Equipment Mechanic I

Knowledge of:

Standard practices, equipment and tools of the automotive and equipment mechanical trade.

Hazards and safety precautions.

Ability to:

Use various hand and power driven shop tools.

Maintain clear and accurate records.

Establish and maintain effective working relationships with those contacted in the course of work.

EXPERIENCE AND TRAINING

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

One year of responsible experience performing routine repair of automobiles, trucks, or power driven equipment is desirable.

Training:

Equivalent to the completion of the twelfth grade.

License or Certificate:

Possession of, or ability to obtain, an appropriate California driver's license.

Equipment Mechanic II

In addition to the qualifications for Equipment Mechanic I:

Knowledge of:

Various mechanical and electrical systems of gasoline and diesel engines.

Principles and practices of the repair and maintenance of gasoline and diesel engines.

Ability to:

Diagnose and repair a variety of mechanical and electrical problems of gasoline and diesel drive equipment.

EXPERIENCE AND TRAINING

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

Eighteen months to two years of responsible experience performing duties similar to the Equipment Mechanic I with the City of Rocklin.

Training:

Equivalent to the completion of the twelfth grade.

License or Certificate:

Possession of an appropriate California driver's license.

May be necessary to obtain specialized license or certificate related to areas of assignment as required by the position.

TYPICAL WORKING CONDITIONS

On a continuous basis, work indoors; exposed to constant noise, dust, grease, oils and solvents; machinery with moving parts; moving objects or other vehicles; work on slippery or uneven surfaces.

TYPICAL PHYSICAL REQUIREMENTS

On a continuous basis: walk, stand, bend, squat, climb, stoop, kneel, twist and reach when performing installation or repair of equipment; climb flights of stairs and ladders; perform simple power grasping, pushing, pulling and fine manipulation. Regularly lift, carry and work with automotive equipment weighing more than 70 pounds for short periods. Drive a motor vehicle. Periodically, sit while reviewing equipment schematic drawings or diagrams. Analyze and diagnose problems with automobiles, trucks, and a variety of gasoline and diesel powered maintenance and construction equipment. Hear and see with sufficient acuity to identify mechanical issues and identify and locate parts and repair tools/equipment. Hearing and speech to communicate in person and over the telephone. Use keyboard to communicate through written means, to review information and enter/retrieve data; see and read characters on computer screen.

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbents may be expected to perform job-related duties other than those contained in this document.